

CITY OF WINCHESTER
BOARD OF PUBLIC WORKS AND SAFETY
MEETING MINUTES
TUESDAY, JANUARY 21, 2014

Regular meeting @ 8:00 a.m.
Council Chambers / City Hall / 113 E. Washington St.

Pledge – Mayor Croyle
Prayer – Mayor Croyle

Mayor Croyle called the meeting to order and presided over the meeting. Clerk-Treasurer, Vicki Haney, recorded the minutes.

The Clerk-Treasurer's roll call showed three Board of Public Works and Safety members present.

Mayor Steve Croyle
Councilor Todd Schroeder
Mr. Richard Gough

Additional Officials Present:

Meeks Cockerill, City Attorney and Chris Martin, Wastewater Utility Superintendent

Approval of the Minutes

Mr. Gough moved to approve the minutes of the December 17, 2013 meeting. Councilor Schroeder seconded. Motion passed 3-0.

Meeting Dates and Times

Meetings for the Board of Public Works and Safety will be held on the first and third Tuesdays of each month at 8:00 am in the Council Chambers.

UNFINISHED BUSINESS

Aging in Place

Mayor Croyle explained at a previous meeting the Board Members approved several properties for the Aging in Place program. The approval for 613 Lawn Street was tabled because it needed to be requalified. Mayor Croyle read an email from Victoria Dake, Housing Grants Management, Administrative Resources Association. This property owner has fulfilled the requirements for the program. The items to be improved upon are: gutters, electrical systems, windows, walk in shower and other bathroom items. Councilor Schroeder moved to approve 613 Lawn Street for the Aging in Place program. Mr. Gough seconded. Motion passed 3-0.

Greenville Avenue Storm Sewer

The Storm Sewer project was to have begun yesterday; however due to the weather the project will begin once the weather improves.

Starburst Technologies INC

Superintendent Martin will present information at the next meeting.

Wind Energy Turbine Project

Mayor Croyle stated the kick off meeting for the Wind Energy Turbine Project will be held on January 31, 2014 at 10:30 am at City Hall.

NEW BUSINESS

Waste Water Treatment Plant Update

Superintendent Martin explained a meeting date needs to be established with Indiana Department of Environmental Management (IDEM) for the purpose of increasing the limitations of the Waste Water Treatment plant. Currently the limitations are set at 1.3 million gallons per day; the permit states the plant limit is 2.19 million gallons per day. In the event a user would come to the City of Winchester with a heavy use the state will not allow them to tap in if the plant limitations are set too low. The City is requesting the limitations be raised from 1.3 million gallons per day to 1.9 million gallons per day. The documentation has been gathered for this meeting. Mayor Croyle explained the State may have other requirements for the City to meet before the limitations can be increased. Mayor Croyle reported he and Superintendent Martin met with the City Engineers last week to discuss the drying bed project. The first step in this process is adding more drying beds. The total cost of the project will be Five Hundred Two Thousand Dollars (\$502,000.00); this will add four drying beds to the current plant facility. The City does not want to invest this money in drying beds if something else needs to be completed first. The capacity on the digesters is not stable. Superintendent Martin explained the issues that may arise in this process with the current equipment at the plant. The plant currently has six drying beds.

Superintendent Martin believes they will present their case to IDEM, discussion will be held, and they will probably have to return the IDEM office a couple of times before a final decision is made. The valves on the old drying beds will be replaced during this process. All the valves are manual control. Superintendent Martin stated the new IDEM inspector was at the plant for six hours. Several record keeping issues were addressed.

Accounts Payable Vouchers

Clerk-Treasurer Haney presented the accounts payable vouchers for the end of December totaling Eighty Five Dollars and Fifteen Cents (\$85.15). January 1 through January 16 accounts payable vouchers totaled One Hundred Nineteen Thousand Two Hundred Forty Two Dollars and Seventy One Cents (\$119,242.71). The Payroll accounts payable vouchers totaled Twenty Five Thousand Eight Hundred Ten Dollars and Twenty Nine Cents (\$25,810.29). The total of all accounts payable vouchers is One Hundred Forty Five Thousand One Hundred Thirty Eight Dollars and Fifteen Cents (\$145,138.15). Mr. Gough moved to approve the accounts payable vouchers. Councilor Schroeder seconded. Motion passed 3-0.

Cancellation of Warrants

Clerk Treasurer Haney presented a Cancellation of Warrant for Complete Engineering Solutions, in the amount of One Hundred Dollars (\$100.00). Mr. Gough moved to approve the Cancellation of Warrant. Councilor Schroeder seconded. Motion passed 3-0.

Appropriations

Clerk-Treasurer Haney submitted the adjustments for appropriations of budget line items in 2013. Mr. Gough moved to approve the appropriation changes for 2013. Councilor Schroeder seconded. Motion passed 3-0.

Adjournment

There being no further matters to discuss, Councilor Schroeder moved to adjourn. Mr. Gough seconded. Motion passed 3-0. The January 21, 2014 meeting was adjourned at 8:20 am.

Mayor, Steve Croyle

ATTEST: _____
Clerk-Treasurer, Vicki Haney